



# COUNTY OF LOS ANGELES

## DEPARTMENT OF PUBLIC WORKS

*"To Enrich Lives Through Effective and Caring Service"*

DONALD L. WOLFE, Director

900 SOUTH FREMONT AVENUE  
ALHAMBRA, CALIFORNIA 91803-1331  
Telephone: (626) 458-5100  
<http://dpw.lacounty.gov>

ADDRESS ALL CORRESPONDENCE TO:  
P.O. BOX 1460  
ALHAMBRA, CALIFORNIA 91802-1460

April 3, 2007

IN REPLY PLEASE  
REFER TO FILE: **RM-0**

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION  
ACCEPTANCE OF THE GREEN TREES FOR THE GOLDEN STATE GRANT  
ALL SUPERVISORIAL DISTRICTS  
3 VOTES**

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Find that the proposed project to plant 1,049 trees of numerous species in various unincorporated County areas is exempt from the provisions of the California Environmental Quality Act.
2. Accept a grant in the amount of \$104,981 from the California Department of Forestry and Fire Protection for the proposed project.
3. Adopt the enclosed Resolution to certify that Public Works will expend grant funds by March 31, 2009, and delegate authority to the Director of Public Works, or his designee, to conduct business with the California Department of Forestry and Fire Protection on any and all matters related to this grant, including executing a Grant Agreement (enclosed), signing any amendments, and requesting reimbursements.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

On May 11, 2004, your Board authorized the Director of Public Works to apply for grant funds from the California Department of Forestry and Fire Protection. Your Board also authorized the Director, or his designee, to conduct negotiations on behalf of the County of Los Angeles if a grant is awarded by the California Department of Forestry and Fire Protection.

The project consists of planting 1,049 trees of numerous species to improve and beautify parkways of various roadways throughout the unincorporated County of Los Angeles. The project will provide an enhanced visual experience for both the traveling public and the adjacent neighborhoods.

The California Department of Forestry and Fire Protection recently notified us that we have been awarded \$104,981 for this project. Your Board's action will allow Public Works to accept the grant funding to assist in financing this tree planting project.

#### **Implementation of Strategic Plan Goals**

This action is consistent with the County Strategic Plan Goal of Fiscal Responsibility by actively seeking grant funds to augment the County's funding sources.

#### **FISCAL IMPACT/FINANCING**

There will be no impact to the County's General Fund.

The total project cost is currently estimated to be \$200,291. Sufficient funds to finance the cost of the project are included in the Fiscal Year 2007-2008 Proposed Road Fund Budget. We will receive \$104,981 from the California Department of Forestry and Fire Protection under this program to partially finance the cost of the tree planting project. The remaining cost of \$95,310 will be financed with Road Funds.

#### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

On July 11, 2000, your Board approved guidelines for the acceptance of any grants of \$100,000 or more. These guidelines include a requirement that County departments prepare a Grant Management Statement for your review prior to the departments carrying out the activities covered under the grant. Accordingly, the Grant Management Statement for this grant is enclosed for your review.

The enclosed Resolution and Grant Agreement, which are required by the California Department of Forestry and Fire Protection, have been approved as to form by County Counsel.

### **ENVIRONMENTAL DOCUMENTATION**

The California Environmental Quality Act requires public agency decision makers to document and consider the environmental implications of their actions. The proposed project is categorically exempt pursuant to Classes 1(x)(9), 1(x)(10), 4(c), and 11(d) of the Environmental Reporting Procedures and Guidelines adopted by your Board on November 17, 1987, and Section 15301(h), Section 15304(b), and Section 15311(a) of the California Environmental Quality Act Guidelines.

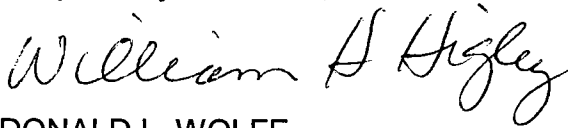
### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

This project will beautify our roadways, promote environmental awareness, and benefit communities in the unincorporated County areas, thereby improving the quality of life for County residents.

### **CONCLUSION**

Upon approval, please return two adopted copies of this letter to Public Works.

Respectfully submitted,

  
for DONALD L. WOLFE  
Director of Public Works

EL:df

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Enc. 3

cc: Chief Administrative Office  
County Counsel

RESOLUTION OF THE BOARD OF SUPERVISORS OF THE  
COUNTY OF LOS ANGELES, CALIFORNIA  
TO ACCEPT THE 2006-07  
GREEN TREES FOR THE GOLDEN STATE GRANT

WHEREAS, the County of Los Angeles Department of Public Works, herein after referred to as "PUBLIC WORKS," submitted an application to the California Department of Forestry and Fire Protection for a grant amount of \$104,981 to fund a portion of an urban tree planting project; and

WHEREAS, PUBLIC WORKS has been notified that the grant application has been selected for funding.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of the County of Los Angeles hereby:

1. Certifies that PUBLIC WORKS will expend grant funds by March 31, 2009; and
2. Authorizes the Director of Public Works, or his designee, to conduct business with the California Department of Forestry and Fire Protection on any and all matters related to the grant, including executing a grant Agreement, signing any amendments, and requesting reimbursements.

The foregoing Resolution was adopted on the \_\_\_\_\_ day of the \_\_\_\_\_, 2007, by the Board of Supervisors of the County of Los Angeles and ex-officio the governing body of all other special assessment and taxing district, agencies, and authorities for which said Board so acts.

SACHI A. HAMAI  
Executive Officer of the  
Board of Supervisors of the  
County of Los Angeles

By \_\_\_\_\_  
Deputy

APPROVED AS TO FORM:


RAYMOND G. FORTNER, JR.  
County Counsel

By \_\_\_\_\_

Deputy

**CALIFORNIA DEPARTMENT OF FORESTRY & FIRE PROTECTION  
URBAN FORESTRY GRANT AGREEMENT  
GREEN TREES FOR THE GOLDEN STATE**  
Signature Page

This grant agreement is entered into between the California Department of Forestry and Fire Protection [Grantor] and the Grantee named below. The parties agree to comply with the terms and conditions of the agreement as set forth in this document. In witness whereof, this agreement has been executed by the parties hereto, and becomes effective upon the last date of the signatories below.

APPROVED AS TO FORM  
RAYMOND G. FORTNER, JR., COUNTY COUNSEL  
BY   
DEPUTY

**Grantee:**

Los Angeles County Dept of Public Works  
GRANTEE NAME

BY (Signature of Individual Authorized in Board Resolution)

Date Signed

William H. Higley, Deputy Director

PRINTED NAME AND TITLE OF PERSON SIGNING

900 S. Fremont Ave., Alhambra, CA 91803

ADDRESS

**Grantor: California Department of Forestry & Fire Protection:**

BY (Authorized Signature)

Date Signed

William E. Snyder, Deputy Director, Resource Management

PRINTED NAME AND TITLE OF PERSON SIGNING

P. O. Box 944246, Sacramento, CA 94244-2460

ADDRESS

THE MAXIMUM AMOUNT OF THIS AGREEMENT IS: \$ 104,981.00

Agreement term is from date of approval through March 31, 2009,

Chapter: 47 Statute: 2006 Fiscal Year/Index/Object/PCA: 06 - 9520 - 418.99 - 96164 - \$104,981.00

Program: 12 Fund: General Item: 3540-001-0001

**I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of expenditure stated above.**

Signature of Accounting Officer

Date

## **Article 1. Definitions**

1. The term "Act" means the Safe Neighborhood Parks, Clean Water, Clean Air, and Coastal Protection Bond Act of 2000 (the Villaraigosa-Keeley Act) and as used herein means the Appropriation for the Program.
2. The term "Grant Agreement" means grant number **8CA06113**.
3. The term "Application" as used herein means the individual application form identified as Attachment 1 and its required supporting attachments for grants pursuant to the enabling legislation and/or program.
4. The term "Project Scope of Work" as used herein means the individual scope of work describing in detail the proposed tasks identified as Attachment 3.
5. The term "Project Budget Detail" as used herein defines the proposed detailed budget plan identified in attachment 3.
6. The term "Grant Funds" means the money provided by the State to the Grantee in this Grant Agreement.
7. The term "Grantee" means an applicant who has a signed Grant Agreement for grant funds.
8. The term "Other Sources of Funds" means all cash, donations, or in-kind contributions that are required or used to complete the Project beyond the grant funds provided by this Grant Agreement.
9. The term "Project" means the development or other activity described in attachment 3 of this Grant Agreement to be accomplished with grant funds.
10. The term "State" means the State of California, California Dept. of Forestry and Fire Protection.

## **Article 2. Scope of Work**

1. Recipients of Grant Funding pursuant to the Safe Neighborhood Parks, Clean Water, Clean Air, and Coastal Protection Bond Act of 2000 (the Villaraigosa-Keeley Act) shall abide by provisions provided in this Grant Agreement.
2. As precedent to the State's obligation to provide funding, Grantee shall provide to the State for review and approval a detailed budget, specifications, and project description. Approval by State of such plans and specifications, or any other approvals provided for in this Grant Agreement, shall be for scope and quality of work, and shall not relieve Grantee of the obligation to carry out any other obligations required by this Grant Agreement, in accordance with applicable law or any other standards ordinarily applied to such work or activity.
3. The parties agree to comply with the terms and conditions of the following attachments and which are by this reference made a part of the Agreement:

Attachment 1 - Application for "Green Trees For The Golden State" - FY 2006/2007

Attachment 2 - Guidelines for "Green Trees For The Golden State" - FY 2006/2007

Attachment 3 – Work Plan and Proposal

4. This project, with a total budget of \$ 200,291.00 of which \$ 104,981.00 is granted by Proposition 12 Safe Neighborhood Parks, Clean Water, Clean Air, and Coastal Protection Bond Act of 2000 (the Villaraigosa-Keeley Act) is to be carried out by the County of Los Angeles. It involves the planting of 1,049 trees at various locations throughout Los Angeles County. It is anticipated that this project will commence upon final signature and be completed by March 31, 2009.

### Article 3. Project Representatives

The project representatives during the term of this agreement will be:

Direct all field inquiries to:

|  |   |
|--|---|
| State Agency: CDF  | Grantee: Los Angeles County Dept. of Public Works |
| Section/Unit: Urban and Community Forestry                       | Section/Unit:                                     |
| Attention: Abigail Forrest                                       | Attention: William H. Higley, Deputy Director     |
| Address: 3800 N. Sierra Way, San Bernardino, CA 92405, South Ops | 900 s. Fremont Ave., Alhambra, CA 91803           |
| Phone: 951-881-6900  | Phone: 626-458-3990                               |
| Fax:   | Fax:  |

Administration contacts:

|   |   |
|---|---|
| State Agency: Dept. of Forestry & Fire Protection | Grantee: Los Angeles County Dept. of Public Works |
| Name: Glenn Flamik                                | Name: William H. Higley, Deputy Director          |
| Phone: (916) 651-6423                             | Phone: 626-458-3990                               |
| Fax: (916) 653-8957                               | Fax:  |

### Article 4. Project Execution

1. Subject to the availability of Grant monies in the Act, the State hereby grants to the Grantee a sum of money (Grant Funds) not to exceed the amount stated on the signature page in consideration of and on condition that the sum be expended in carrying out the purposes as set forth in the description of the Project in this Grant Agreement and its attachments and under the terms and conditions set forth in this Grant Agreement.
2. Grantee shall assume any obligation to furnish any additional funds that may be necessary to complete the Project. Any modification or alteration in the Project as set forth in the Application on file with the State must be submitted to the State for approval.
3. Grantee shall complete the Project in accordance with the time of Project performance set forth on the signature page, unless an amendment has been formally granted by the State and under the terms and conditions of this Grant Agreement. Amendments may be requested in advance and will be considered in the event of circumstances beyond the control of the Grantee.
4. Grantee certifies that the Project plan complies with all local and State laws.
5. Grantee shall permit periodic site visits by representative(s) of the State to ensure program compliance and work is in accordance with the approved Project Scope of Work, including a final inspection upon Project completion and up to three years after agreement terminates.

6. Prior to the commencement of any work, Grantee agrees to submit in writing to the State for prior approval any deviation from the original Project Scope of Work per Attachment 3 and the Application identified as Attachment 1. Changes in Project Scope of Work must continue to meet the need cited in the original application or they will not be approved. Any modification or alteration in the Project as set forth in the Application on file with the State must be submitted to the State for prior approval.
7. The Grantee, and the agents and employees of Grantee, in the performance of this Grant Agreement, shall act in an independent capacity and not as officers, or employees or agents of the State.

## **Article 5. Project Costs and Payment Documentation**

The Grant Funds to be provided to Grantee under this Grant Agreement will be disbursed for eligible costs as follows, but not to exceed in any event the amount set forth on the signature page of this Grant Agreement:

1. Included work shall not commence prior to the execution of this Grant Agreement. Any work started prior to the execution of this Grant Agreement will not be eligible for funding under the terms of this Grant Agreement.
2. Grant Funds shall be paid up to the total amount of the Grant Funds or the actual Project cost, whichever is less, on completion of the Project, receipt of a detailed summary of Project costs from the Grantee found to be satisfactory by the State, and the satisfactory completion of a site inspection by the State.
3. Final payment by the State shall be made after on-site inspection and approval by a duly authorized representative of the State. The Grantee shall submit an invoice for payment to the local duly authorized representative of the California Department of Forestry and Fire Protection. A final invoice shall be submitted after completion of the project or prior to the expiration of this Grant Agreement, as specified in this Grant Agreement.
4. For services satisfactorily rendered, and upon receipt and approval of invoices, the State agrees to compensate the Grantee for actual expenditures incurred in accordance with the rates specified herein, which is attached hereto and made a part of this Grant Agreement.
5. All payment requests must be submitted with an itemized list of all charges, purpose of expenditures with any supporting documentation and clearly identify charges to work plan tasks and elements. Any payment request that is submitted without the itemization will not be authorized. If the itemization or documentation is incomplete, inadequate or inaccurate, the State will inform the Grantee and hold the payment request until all required information is received or corrected. Any penalties imposed on the Grantee by a contractor or sub-contractor because of delays in payment will be paid by the Grantee and is not reimbursable under this Grant Agreement.
6. Grant Funds in this award have a limited period in which they must be expended. All Grantee expenditures must occur prior to the end of the term of this Grant Agreement.
7. Except as otherwise provided herein, the Grantee shall expend Grant Funds in the manner described in the Project Budget approved by the State. The dollar amount of an item in the Project Budget may be increased by up to ten percent (10%) through reallocation of funds from another item or items, without approval by the State; however, the Grantee shall notify the State in writing when any such reallocation is made, and shall identify both the item(s) being increased and those being decreased. Any increase or decrease of more than ten percent (10%) in the amount of an item must be approved in writing by the State. The total amount of Grant Funds may not be increased.
8. Grantee shall promptly submit records at intervals and in such form as State may request. Invoices shall include this Grant Agreement Number not more frequently than monthly in arrears to:



|  |
|--|
| Name: Abigail Forrest  |
| Office: California Dept. of Forestry & Fire Protection, Urban and Community Forestry |
| Address: 3800 N. Sierra Way, San Bernardino, CA 92405, South Ops                     |

9. Grantee shall submit all documentation for Project completion and final reimbursement within 30 days of Project completion. **Invoices received after the termination date of the project may not be eligible for reimbursement.**
10. Grantee agrees to make immediate monetary restitution of any advance funds for any disallowances of costs or expenditures or unauthorized activities, which are disclosed through audit or inspection by the State. If Grantee does not satisfactorily complete the project and/or project is not certified as satisfactorily completed by a certified arborist, registered professional forester, or city agency representative, all sums previously advanced by the State shall immediately become due and payable to the State.

#### **Article 6. Budget Contingency Clause**

1. If funding for any fiscal year is reduced or deleted by the Act for purposes of this program, the State shall have the option to either cancel this Grant Agreement with no liability occurring to the State, or offer a Grant Agreement amendment to Grantee to reflect the reduced amount.

#### **Article 7. Project Administration**

1. Grantee shall promptly submit written Project reports as the State may request. In any event, Grantee shall provide the State a report showing total final Project expenditures.
2. Grantee agrees to use any Grant Funds reimbursed by the State under the terms of this Grant Agreement solely for the Project herein described.
3. This Grant Agreement may be amended by mutual Grant Agreement in writing between Grantee and State. Any request by the Grantee for amendments must be in writing stating the amendment request and reason for the request. The Grantee shall make requests in a timely manner and in no event less than 60 days before the effective date of the amendment.
4. Grantee must report to the State all sources of other funds for the Project. The State may request an audit of any Project that does not fully comply with this provision.

#### **Article 8. Project Amendment & Termination**

1. After Project commencement, this Grant Agreement may be amended only by written consent of both the State and Grantee. This Grant Agreement may be terminated by State or Grantee upon the giving of written notice to the other party thirty (30) days in advance.
2. If the State terminates the Grant Agreement prior to the completion of the project, the Grantee shall take all reasonable measures to prevent further costs to the State under this Grant Agreement and the State shall be responsible for any reasonable and non-cancelable obligations incurred by the Grantee in the performance of this Grant Agreement prior to the date of the notice to terminate, but only up to the undisbursed balance of funding authorized in this Grant Agreement.

3. Failure by the Grantee to comply with the terms of this Grant Agreement or any other Grant Agreement under the Act may be cause for suspension of all obligations of the State hereunder.
4. Failure of the Grantee to comply with the terms of this Grant Agreement shall not be cause for the suspension of all obligations of the State hereunder if in the judgment of the State such failure was due to no fault of the Grantee. At the discretion of the State, any amount required to settle at minimum cost any irrevocable obligations properly incurred shall be eligible for reimbursement under this Grant Agreement.
5. Final payment may not be made until the Project conforms substantially to this Grant Agreement, as determined by the State.

#### **Article 9. Financial Records**

1. Grantee agrees that during regular office hours the State shall have the right to inspect and make copies of any books, records or reports of the other party pertaining to this Grant Agreement or matters related thereto. Grantee shall maintain and make available for inspection by the State accurate records of all of its costs, disbursements and receipts with respect to its activities under this Grant Agreement.
2. Grantee shall keep such financial accounts, documents and records as State shall prescribe, including records which fully disclose (a) the disposition of the proceeds of state funding assistance, (b) the total cost of the project in connection with such assistance that is given or used, (c) the amount and nature of that portion of the project cost supplied by other sources, and (d) any other such records as will facilitate an effective audit. All records shall be made available to the State for auditing purposes at reasonable times. Such accounts, documents, and records shall be retained by the Grantee for at least three years after final payment and one year following an audit.
3. Grantee shall use any generally accepted accounting system.

#### **Article 10. Hold Harmless**

1. Grantee shall waive all claims and recourse against the State including the right to contribution for loss or damage to persons or property arising from, growing out of or in any way connected with or incident to this Grant Agreement except claims arising from the gross negligence of State, its officers, agents and employees.
2. Grantee shall indemnify, hold harmless and defend State, its officers, agents and employees against any and all claims demands, damages, costs, expenses or liability costs arising out of any and all contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this Grant Agreement as described in the Project description which claims, demands or causes of action arise under Government Code Section 895.2 or otherwise, including but not limited to items to which the Grantee has certified, except for liability arising out of the gross negligence of State, its officers, agents, or employees. Grantee acknowledges that it is solely responsible for compliance with items to which it has certified.
3. Grantee agrees that in the event State is named as codefendant under the provisions of Government Code Section 895 et seq., the Grantee shall notify State of such fact and shall represent State in the legal action unless State undertakes to represent itself as codefendant in such legal action, in which event State shall bear its own litigation costs, expenses, and attorney's fees.
4. Grantee and State agree that in the event of judgment entered against the State and Grantee because of the concurrent negligence of the State and the Grantee, their officers, agents, or employees, an

apportionment of liability to pay such judgment shall be made by a court of competent jurisdiction. Neither party shall request a jury apportionment.

5. The Grantee shall indemnify, hold harmless and defend the State, its officers, agents and employees against any and all claims, demands, costs, expenses or liability costs arising out of legal actions pursuant to items to which the Grantee has certified. The Grantee acknowledges that it is solely responsible for compliance with items to which it has certified.

#### **Article 11. Incorporation**

1. The Grant Guidelines and the Application, Scope of Work, Budget Detail and any subsequent changes or additions to the Application, Scope of Work, Budget Detail approved in writing by the State are hereby incorporated by reference into this Grant Agreement as though set forth in full in this Grant Agreement.

#### **Article 12. Severability**

1. If any provision of this Grant Agreement or the application thereof is held invalid, that invalidity shall not affect other provisions or applications of this Grant Agreement which can be given effect without the invalid provision or application, and to this end the provisions of this Grant Agreement are severable.

#### **Article 13. Waiver**

1. No term or provision hereof will be considered waived by either party, and no breach excused by either party, unless such waiver or consent is in writing and signed on behalf of the party against whom the waiver is asserted. No consent by either party to, or waiver of, a breach by either party, whether expressed or implied will constitute consent to, waiver of, or excuse of any other, different, or subsequent breach by either party.

#### **Article 14. Assignment**

1. This Grant Agreement is not assignable by the Grantee either in whole or in part.

#### **Article 15. Potential Subcontractors**

1. Nothing contained in this Agreement or otherwise, shall create any contractual relation between the State and any sub grantees, and no sub grant shall relieve the Grantee of his responsibilities and obligations hereunder. The Grantee agrees to be as fully responsible to the State for the acts and omissions of its sub grantees and of persons either directly or indirectly employed by any of them as it is for the acts and omissions of persons directly employed by the Grantee. The Grantee's obligation to pay its sub grantees is an independent obligation from the State's obligation to make payments to the Grantee. As a result, the State shall have no obligation to pay or to enforce the payment of any moneys to any sub grantee.

#### **Article 16. Settlement of Disputes**

1. Settlement of Disputes – In the event of a dispute, Grantee shall file a "Notice of Dispute: with the following:

California Department of Forestry & Fire Protection (CDF)  
Attention: Assistant Deputy Director, Resource Protection and Improvement  
P.O. Box 944246  
Sacramento, CA 94244-2460

2. Notice must be filed within ten (10) working days of discovery of the problem. Within ten (10) days of receipt of notice, the CDF Assistant Deputy Director or Designee shall advise Grantee of the findings and recommend a method to resolve the dispute. Grantee shall continue to perform Agreement requirements during the dispute period. The decision of the CDF Assistant Deputy Director, Resource Protection and Improvement shall be final.
3. In the event of a dispute, the language contained within this Agreement shall prevail over any other language including that of the proposal.

#### **Article 17. Non-Discrimination**

1. Grantee agrees to comply with state and federal laws outlawing discrimination including, but not limited to those prohibiting discrimination because of sex, race, color, ancestry, religion, creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (cancer or genetic characteristics), sexual orientation, political affiliation, position in a labor dispute, age, marital status, and denial of statutorily-required employment-related leave.

# Los Angeles County Chief Administrative Office

## Grant Management Statement for Grants \$100,000 or More

**Department:** Public Works

**Grant Project Title and Description:**

Unincorporated LA County Parkway Tree Planting: Improve and beautify the parkways of various roadways throughout unincorporated Los Angeles County by planting 1,049 trees of numerous species.

**Funding Agency**

CA Department of Forestry  
and Fire Protection

**Program (Fed. Grant #/State Bill or Code #)**

Green Trees for The Golden State  
(2006/2007): Proposition 12

**Grant Acceptance Deadline**

N/A

**Total Amount of Grant Funding:** \$104,981

**County Match:** \$95,310 (hard costs)

**Grant Period:** Between Agreement Execution Date  
and March 31, 2009

**Begin Date:** Upon  
Agreement Execution Date

**End Date:** 3/31/09

**Number of Personnel Hired Under This Grant:**

**Full Time:** 0

**Part Time:** 0

**Obligations Imposed on the County When the Grant Expires**

Will all personnel hired for this program be informed this is a grant-funded program?

Yes

No ☐ N/A ☐

Will all personnel hired for this program be placed on temporary ("N") items?

Yes ☐

No ☐ N/A ☐

Is the County obligated to continue this program after the grant expires?

Yes ☐

No ☐ N/A ☐

If the County is not obligated to continue this program after the grant expires, the Department will:

a.) Absorb the program cost without reducing other services

Yes ☐

No ☐ N/A ☐

b.) Identify other revenue sources (describe below)

Yes ☐

No ☐ N/A ☐

c.) Eliminate or reduce, as appropriate, positions/program costs funded by the grant.

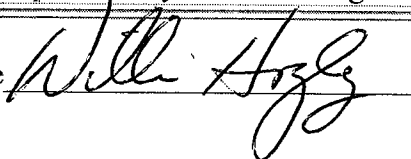
Yes ☐

No ☐ N/A ☐

**Impact of additional personnel on existing space:**

**Other requirements not mentioned above:** Grant recipients must agree to complete the project and allow for periodic inspection up to three years after the grant is closed.

Department Head Signature



Date: 3/21/07